

WORK SESSION
MONDAY, OCTOBER 24, 2005
6:00 to 7:30 p.m.

THE VILLAGE OF DEXTER
VILLAGE COUNCIL

Dexter Senior Center, 7720 Dexter Ann Arbor Road

2006/07 BUDGET PLANNING WORK SESSION

1. Establish Goals and Objectives for 2006/07 "Continued from 10-10-05"
 - Further refine, add and remove objectives

The Goals and Objectives template for 2006/07 is attached. Review the GOAL categories, think about objectives for 2006/07. Worked through GOAL #1 at the last meeting, see highlights from minutes of that meeting. Need to establish desire to change our FY to July, or remove this from the list of objectives.

This is a Special Council work session meeting; action will NOT be taken.

"This meeting is open to all members of the public under Michigan Open Meetings Act"

DEXTER VILLAGE COUNCIL
WORK SESSION
MONDAY, OCTOBER 10, 1005

Attendance: Council - Carson, Keough, Walters, Seta, Cousins, Semifero, Fisher, Boyle. Staff- Sherry, Hanifan, Dettling, Lobdell, Bishop

2006/07 BUDGET PLANNING WORK SESSION

1. Review Goals & Objectives for 2005/06
 - Discussed achievements and pending tasks for the current FY
 - Discussed continuation of a number of objectives for next FY
 - Discussed resolution and dissolution of the LDFA capture, as well as establishing spending objectives for FY 2006/07 as to the use of LDFA capture.
2. Establish Goals and Objectives for 2006/07
 - The first GOAL on the draft goals and objects list was reviewed.
 - Continue discussion in a future budget planning work session.
 - Further affirmed desire to bring closure to the LDFA in FY 2005/06 and make spending decisions on how to use the LDFA capture. Marie will follow-up with Paul Bishop on this topic and report at our next planning work session.
 - Desire to continue the tax rate increases at the rate of inflation.
 - Continue with 15% unappropriated reserve fund balance.
 - Desire to have a joint meeting with the DDA.
3. Other Discussion Items
 - Discuss NE Sewer Bond reconciliation activity and potential for Calling Bonds paying them off in April 2006 instead of October 2007.
 - Discuss Rural Development Graduation Request; review the attached USDA letters dated September 23, 2005.
 - FYI – Second Quarter Revenue/Expenditure Report and the Cash Position Report as of August 31, 2005 will be provided at the October 24, 2005 Council Meeting.

Discussed the RFQ process for a qualified Financial Advisor to assist with several immediate and long-term objectives. Two immediate needs: complete a Utility Rate Study required to address the RD Graduation request and assistance with calling Bonds for the NE Sewer in April.

Future needs could include assistance with a potential Bonding structure to achieve other Village facility needs. Services from the Village's Financial Advisor will be established on a case-by-case basis with a well-defined scope of work, deliverable and cost associated with the work completed.

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GOALS AND OBJECTIVES FROM 2006 – 2007

Established during the 10-10-05 Budget Planning Work Session

GOAL - Maintain Financial Sustainability

Objectives:

- 1) Change Fiscal Year to July 1st
 - Create a "mini" budget for March, April, May and June of 2006
 - Discuss how fund balance reserves will be used to fund a "mini" budget
 - Review timing changes for future budget and audit activities
- 2) Complete an independent Utility Rate Study
 - Discuss strategy for selecting a Financial Analyst
 - Evaluate Rural Development's Graduation Request
 - Bring formal resolution to the Dissolution of the LDFA
 - Develop policy guidelines for use of released LDFA capture
- 3) Generally maintain tax rate increases at the rate of inflation.
- 4) Maintain a most competitive tax rate position in relation to other Southeast Michigan communities.
- 5) Have unappropriated reserve fund balances of \$_____ million by FY 2006/07, \$_____ million by FY 2007/08, and \$_____ million by 2013.
- 6) Develop strategy for implementing opportunities for strengthening internal controls and operating efficiencies. Specifically, bring the DDA accounting of cash receipts and disbursements under the administration of the Village Treasurer.
- 7) Attract and maintain business growth through an ongoing commitment to Economic Development.
- 8) Continue to explore other revenue streams to lower the percentage of property taxes, as part of the overall Municipal revenue.

GOAL - Ensure Good Stewardship of Municipal Infrastructure

Objectives:

- 1) Ensure the Main Street Bridge project is planned for with the best interests of Dexter
 - Continue to work with WCRC

- 2) Use Water/Sewer Study data and DEQ requirements to establish policy.
 - Possibly locate and develop the 5th Well Site to ensure adequate supply of water to meet the estimated daily demand at a quality that exceeds the Safe Drinking Water Guidelines
 - Determine priorities to protect and allocate any excess capacity water and sewer
 - Determine Capital Plan for removal of inflow and infiltration for Sewer System
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- 3) Complete the Facilities Master Plan in 2005. Begin construction of DPW in Spring 2006; Village Hall in Fall of 2006.

- 4) Develop a long-range plan to ensure sufficient budget for long-term infrastructure and facility maintenance.

- 5) Develop a long-range plan for Mill Creek and possible redevelopment:
 - Continue to pursue grant funding for Mill Creek

GOAL - Facilitate a High Quality of Life

Objectives:

- 1) In concert with the community, develop a comprehensive parks, recreation, arts and culture strategic plan to address, guide and prioritize our parks, recreation, arts and cultural needs in a cost-effective manner.
- 2) Continue to foster community spirit networking with community social service organizations.

GOAL - Engage the Community

Objectives:

- 1) Encourage, support and recognize community volunteers on an annual basis.
- 2) Develop standard Village of Dexter logo and colors to be used on all village printed materials, cable channel and website.
- 3) Provide open houses / community forums on major issues under consideration by Council.
- 4) Keep the public informed through the News, cable access channel, website, and issuing regular press releases.
- 5) Meet regularly with interest groups.

GOAL - Develop & Maintain a First-Rate Work Force*Objectives:*

- 1) Develop and implement quarterly training for employee development
- 2) Explore and evaluate technologies for consolidating communications infrastructure.
- 3) Develop safety programs to minimize and/or transfer risk.

GOAL - Encourage Innovation & Excellence in Customer Service*Objectives:*

- 1) Continue to challenge the status quo through exploring alternative delivery of services or new facilities.
- 2) Provide annual customer service training to staff.
- 3) All customers will be treated in a friendly and respectful manner.
- 4) Customers will be directed to the appropriate staff person within two minutes.
- 5) Customers' concerns will be responded to within one business day.

GOAL - Promote a Safe Community*Objectives:*

- 1) Create a long-term financially sustainable police services plan, maintain an adequate police / population ratio consistent with State averages.